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RULES AND ORDERS

OF THE

SOCIETY,

DECEMBER 30*th*, 1807.

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RULES AND ORDERS.

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RULES AND ORDERS.

SECT. I.

Of the Officers, and Manner of their Election.

I. THERE shall be One President, Sixteen Vice-Presidents, Two Chairmen to each of the standing Committees of the Society, a Secretary, an Assistant Secretary, a Housekeeper, and a Collector of the subscription money; which officers shall be elected, by ballot, on the twenty-second day of March, annually; unless when that day happens on a Sunday, or Good Friday, or Public Fast-day, in any of which cases the election to be on the following day; and on that day no other business of the Society shall be transacted.

II. In order to this election, the President, one of the Vice-Presidents, or, in their absence, some other member appointed by the majority, shall take the chair at eleven of the clock in the forenoon; two ballotting glasses, marked A. and B., shall be placed before the chair, the one for receiving the balloting lists marked (A.), and the other for receiving the ballotting lists marked (B.), and stand open for receiving lists until two of the clock in the afternoon: at which hour the ballot shall be closed, when three scrutineers to each ballotting glass shall be nominated

by the President, or presiding member, to examine the lists; but, in case not more than five members shall attend to vote on that day, the officers of the preceding year shall be continued till the next general election. That at the beginning of every election of a President, Vice-President, or Vice-Presidents, Chairman or Chairmen, the presiding member shall begin by calling over the names of the persons proposed as candidate or candidates for that election, in order that it may be known whether such candidate or candidates be in arrear.

III. A sufficient number of printed ballotting lists of all the officers in being, according to the forms annexed (A. B.) shall be ready; in which if any member chooses an alteration, he is to strike his pen across the printed name or names of such as he disapproves, and write on the blank side the name or names of such as he would substitute in their place.

IV. Each member shall deliver his lists folded up to the President, or presiding member, to put into the glasses; and the collector, sitting on the side of the chair, with a list of the members before him, shall mark the name of each member so delivering in his lists.

V. When the ballot is closed, one of the scrutineers shall open and read aloud each list, and file it, while the other two or more mark the names; and when all the lists are drawn, the marking scrutineers shall cast up and report the same to the chair; after which, the President, Vice-President, or presiding member, shall declare the persons who have the majority of votes to be the officers respectively for the ensuing year.—Such election shall likewise be declared again at the next meeting of the Society.

VI. If the President, or any of the Vice-Presidents, shall

shall resign or die, the remaining Vice-Presidents shall continue to act and preside at the meetings of the Society, in the order they are placed in the election list, until the next annual meeting for the choice of officers, or some other general, or extraordinary general meeting, which the Society shall please to appoint for such particular election.

VII. If any of the officers of Secretary or Assistant Secretary, Housekeeper, or Collector, shall become vacant, a person shall be appointed, at the next meeting of the Society, to act in such respective office of Secretary, Assistant Secretary, Housekeeper, or Collector, until the next general meeting, or an extraordinary general meeting, which shall be appointed for electing a person by ballot, to fill the vacant office for the remaining part of the year.—In case the office of Secretary, Assistant Secretary, Housekeeper, or Collector, be at any time resigned, which resignation shall take place on a subsequent day: it shall be in the power of the Society to proceed to the election of a proper person to fill such office on such resignation taking place, or to nominate one to hold it *pro tempore*, until such office shall be filled up. But no person shall be entitled to ballot at the election of any of the said officers, in case of a vacancy by death, resignation, or removal, who shall not have been a member previous to the declaration of such vacancy, unless he shall become a perpetual member.

VIII. At all elections of officers, if the suffrages should be equal, the decision shall be by lots, prepared by the scrutineers, and drawn by the President, Vice-President, or presiding member.

IX. Notice of the annual, or of any occasional election of officers, shall be published three different days, in such

newspapers as the Society shall order, one week at least before the day of election.

X. Notwithstanding the election of officers is annual, the Society reserve to themselves the power of removing either their Secretary, Assistant Secretary, Housekeeper, or Collector, by two general or extraordinary general meetings; in which case the said officers shall be paid their salaries in such proportions as may be then due to them.

XI. Neither the Secretary, Assistant Secretary, the Housekeeper, nor the Collector of the Subscriptions, shall be members of this Society.

XII. No person, except he shall have been an officer the preceding year, shall be admitted as a candidate for any lucrative employment, without having personally presented his petition or memorial to the Society, sixteen days before the day of election; which petition or memorial shall be read immediately after the first, and again after the second reading of the minutes. "And in case of its being referred to "a committee to examine and report on the qualifications of "the candidates for any lucrative office, such committee shall "not enter on their examination of the candidates, until "within fourteen days of the day fixed for the election, (of "which meeting for examination notice shall be given to all "the candidates,) and they shall examine all the candidates "who attend for such purpose, in the order in which their "names occur in the alphabet." No member of this Society shall be eligible as a candidate for any lucrative employment in the gift of the Society, who shall be present, or act as a member, at any meeting or committee of the Society, after he has declared by word, message, or otherwise, his intention of becoming a candidate.

XIII. No officer who receives a salary, or servant, shall be

be entitled to any premium or bounty whatever from the Society.

XIV. No officer, or servant, shall presume under any pretence whatsoever, to accept of any present or gratuity from any candidate for a premium or bounty, or any tradesman having dealings with the Society, or any person coming to see the machines, on account of such premium, bounty, dealing, or inspection.

XV. No officer, servant, or person, employed to shew the machines in the several repositories, shall accept any gratuity from the maker or seller of any machines made after models or machines, for which the Society have adjudged any premium or bounty.

XVI. A Messenger shall be chosen or removed at any meeting of the Society; and so long as he continues in their service, he shall be paid a salary of seventy pounds a year.

SECT. II.

Duty of the President, Vice-Presidents, and Chairmen.

I. THE duty of the President, Vice-President, (in the order they appear in the list), or Chairman, is to preside at all meetings, with his hat on if he pleases, to regulate the debates of the Society; to state and put questions, both in the affirmative and negative, according to the sense and intention of the meeting; to check irregularities, and keep all persons in order; to direct summonses for all extraordinary general meetings; and to execute, or see to the execution, of all the rules and orders of the Society.

II. The President, or any one of the Vice-Presidents, shall sign receipts for the subscription money.

SECT. III.

Business of the Secretary.

I. HE shall attend all meetings and committees of the Society: he shall take down all minutes of the committees, and produce them fairly written, at the ensuing meetings. He shall read all the minutes of the meetings and committees to the Society; and translate such communications into English as shall be in any other language. He shall prepare all answers, when ordered by the Society, in such language as shall be directed, and lay the same before the Committee of Correspondence, for their examination, unless the Society shall judge an immediate answer necessary. He shall prepare an annual historical register of the Transactions of the Society, beginning every year from the first day of July, and ending the last day of June following. This register shall contain an account of all premiums bestowed, with the names of the persons who have received them, digested under proper heads; a list of the premiums offered by the Society, and upon what condition, and the number of members. He shall also prepare an account of the amount of annual and life subscriptions separately, the money in the Bank, and in the Collector's hands, as they shall have stood on the last day of June, and of other sums received during the preceding year; and what have been the expenses, in officers, servants, apartments, and workmen's and tradesmen's bills of all sorts. He shall prepare the list of members, advertisements, and other publications ordered by the Society; and take care that the same be properly and correctly printed: and his name, or that of the Assistant Secretary, as by order of the Society, shall be signed to all publications. All the letters or written papers of the Society shall be kept under

under his care, and ready to be produced by him for the inspection of the members. He shall visit manufactories, or apply to manufacturers for information, when required by the Society; and he shall, as much as possible, endeavour to make himself acquainted with the nature and circumstances of the several arts and manufactures of this and other countries.

II. The Secretary shall read the whole of the Eleventh Section of the Book of rules and Orders, at the time when the standing Committees are appointed to be declared in the Society; and also at the opening of the business in the general committee of election, ordered to be holden on the Friday following annually. And in consideration of his constant attendance, abilities, and diligence, he shall be paid a salary of two hundred and fifty pounds a year, and be supplied with coals and candles.

SECT. IV.

Business of the Assistant Secretary.

I. THE Assistant Secretary shall attend every day at the office of the Society from the hours of ten to two, during the sessions of the Society, and such further time as may be necessary to perform the business of the Society in his department, and at all meetings of the Society, and read the letters received. He shall likewise attend committees, when particularly ordered by the Society, or by one of the Chairmen of such Committees. He shall take down all minutes of the Society's proceedings, and produce them fairly written in the Minute book of the Society, at the ensuing meeting. He shall enter in the Reward book, under their proper classes, the rewards bestowed by the Society, and make indexes to all the Minute books, and to the Transactions of the Society intended for publication. He

shall

shall paste all letters and papers in the Guard book. All the written books of the Society shall be kept in the Society's office for the inspection of the members. He shall transcribe all papers or letters that have been prepared by the Secretary or approved by the Society, or by the Committee of Correspondence and Papers. He shall together with the Secretary examine the proofs and revises of the Society's publications—And as a satisfaction for such services he shall be paid a salary of one hundred and twenty pounds a year.

II. Any member having obtained leave to take copies of the proceedings or papers of the Society, shall pay to the Assistant Secretary, for writing the same, after the rate of two-pence for every hundred words.

SECT. V.

Business of the Housekeeper.

I. THE Housekeeper shall have an apartment in the house of the Society, that she may be ready on the spot to receive messages, letters, and all matters brought to the Society; to answer all enquiries; and deliver plans, lists, &c. to such members as shall come or send for them, of which she shall take care to have a sufficient number. She shall have the custody and care of all the furniture, books, such papers as the Society shall think proper, and other effects whatever, belonging to the Society. She shall have the direction of all the inferior servants. She shall receive and have charge of all the matters sent to the Society by candidates for premiums, and shall enter them properly, at the time when delivered, in a book for that purpose. She shall keep a fair inventory of all the goods and effects of the Society, to be always ready when called for. She shall keep an account of all stationary ware, printed books, coals, candles,

candles, and all other particulars sent in by tradesmen for the use of the Society, in a Day-book for that purpose; and shall enter the same fairly, under their several heads, in another book, to be laid every month before the Committee of Accompts, as a check on tradesmen's bills. For all which services she shall be paid a salary of seventy pounds a year; and fifty pounds to pay the servants, for cleaning the rooms and furniture; and other incidental charges to which she is liable.

SECT. VI.

Business of the Collector.

I. THE Collector shall give such security as the Society shall require, for the trust reposed in him. He shall collect the subscription-money from the members, as it becomes due, paying all he collects into the Bank of England, in the names of the two chairmen of the Committee of Accompts for the time being. He shall attend all Committees of Accompts; and at every meeting of the Society he shall lay before them the Bank-Book, with an account of what money he has received, paid into the Bank, or remains in his hands. He shall keep the cash accompt of the Society, and draw out exact lists of the members, with the sums contributed by each, and arrears due. He shall deliver to the chairman of the Committee of Accompts, on the last day of January in every year, an account of the members who have paid in the preceding year, as likewise how many were elected, declined, or remained in arrear in that year. For all which services he shall be allowed one shilling in the pound, on all such contributions, but not on legacies and particular donations. He shall attend all meetings and committees of the Society, and inform them of all matters necessary for them

them to know; for which he shall receive thirty pounds a year.

II. And whereas a Collector, with whose conduct the Society may be well satisfied, may happen to be unavoidably prevented, through sickness or accident, from performing his duty, at a time when it may be prejudicial to the Society to have the collection delayed; or a Collector may have given such cause of dissatisfaction as to render his suspension expedient, and the time requisite for a proper examination into his conduct, before he may be either restored or justly removed, may occasion a prejudicial delay in the collection; the Society to obviate these inconveniences, reserve to themselves the power of suspending, in the latter case, a Collector at any ordinary meeting when twenty members at the least are present; and upon confirmation of such suspension, of appointing, in either of the said cases, a temporary Collector, which appointment shall not require confirmation.

SECT. VII.

Meetings of the Society.

I. THERE shall be five General Meetings every year, in the great room of the Society, at seven of the clock in the evening precisely, viz. on the first Wednesday in February, the third Wednesday in April, the second Wednesday in May, the second Wednesday in November, and the second Wednesday in December: At which meetings, or at any extraordinary general meetings only, if fifteen members at least are present, rules and orders for the government of the Society may be made and altered; and such rules, orders, and alterations, being approved

approved at the next succeeding general or extraordinary general meeting, shall be valid and binding.

II. An Extraordinary General Meeting may be called, if twenty members, at the least, are present, and the majority shall desire such extraordinary general meeting; which extraordinary general meeting shall be advertised three days successively in two of the daily papers: And if fifteen members are present they may proceed to business.

III. No proposition shall be offered to the Society, as matter of new rule and order, or which shall contain in it an alteration or amendment, of any established rule and order, unless delivered in by a member, ten days before a general meeting of the Society, to the Secretary, who shall immediately cause copies to be made of it, and to be hung up in the Society and Committee Rooms, containing the date of the ensuing General Meeting when the same is to be taken into consideration. At the next general meeting, the Secretary shall, immediately after reading the minutes of the preceding meeting, read all such propositions once over, according to the order they have been delivered in; which propositions shall be read a second time, with a proper pause after each; and if any of those propositions be moved and seconded, it shall then be taken into consideration.

IV. All new rules and orders, once passed, are to be hung up in the Society's room till they are confirmed, with the date when passed the first time, and when to be confirmed.

V. All new rules and orders shall be signed by the President or the Vice-President, and undersigned by the Secretary, and hung up in the Society-room and Committee-room, for the information of the members, till such time

as they are inserted in their proper places in the subsequent printed book of rules and orders.

VI. The ordinary Meetings of the Society shall be held on Wednesday in every week, at seven of the clock in the evening precisely, from the fourth Wednesday in October, to the first Wednesday in June; and from the first Wednesday in June to the fourth Wednesday in October there shall be no meeting of the Society, unless called by the President, or two Vice-Presidents, on extraordinary occasions; and proper notice given thereof in the daily papers: And if at such ordinary meetings there should be present eleven or more members, they may proceed on business; but, in case there should not be eleven members present at seven o'clock, they may proceed on business with nine members only. And the said meetings shall have power to appoint such committees as they think necessary.

VII. An extraordinary meeting, for the doing of common business only, may be at any time ordered by the Society, in the same method as an extraordinary general meeting.

SECT. VIII.

Order of the Proceedings of the Society.

I. THE book of Rules and Orders, List of Premiums and of Members, shall lie upon the table before the President, or presiding member, at all meetings; and before the Chairman at all committees.

II. Each member is at liberty, before the President, Vice-President, or presiding member, takes the chair, to deliver to the Secretary, in writing, the names of no more than two persons whom he desires to be admitted auditors at that

that meeting; which names the Secretary shall enter in a list, together with the name of the proposer. The list shall be read as soon as the chair is taken, and, if not objected to, the Collector shall carry the same to the Committee-room, and there call over the several names; when the persons allowed to be present may enter the great room, and seat themselves among the members, but shall not be permitted to debate or vote.

III. Persons desirous of being admitted auditors, are to remain in the Committee-room, until their names are called over by the Collector.

IV. No person to be admitted an auditor at any meeting of the Society, unless introduced by a member; nor shall any member propose an auditor to be admitted after the chair is taken.

V. No auditor to be admitted at the meetings of the Society but those who shall have obtained leave of the Society, or members of the Societies of the same kind in Scotland and Ireland.

VI. No member, whose subscription shall be beyond the current year in arrear, shall be at liberty to propose an auditor to be present at any meeting of the Society; and the Collector is directed to attend to this circumstance.

VII. At all meetings, business shall begin at seven o'clock in the evening, with reading the minutes of the preceding meeting: but no part of such minutes shall be discussed till the whole has been read through.

VIII. Candidates shall be ballotted for; and, during the ballot, the business of the evening shall be proceeded on.

IX. The minutes shall be read a second time; and no other matter shall be proposed till the said minutes have been discussed, article by article: and all parts of the minutes, which are not objected to at the second reading, shall stand confirmed.

X. The President, after the first, and also after the second reading of the minutes, is to declare, that every member is entitled to vote and assist in all the transactions of the Society and its Committees, unless his first subscription shall not have been paid; and that no member shall speak more than once, on one and the same question, unless called upon from the chair to explain himself, excepting only the original proposer of any new motion, who shall be allowed the liberty of replying once on such occasion; and that no person is entitled to be present at any meeting or committee, whose subscription shall be at any time for two full years in arrear; and that no person shall be entitled to debate, or vote at any meeting or committee, until his subscription for the current year, and all arrears, are paid.

XI. Reports from committees shall be made; and the adjournment of those committees, which have not finished the business referred to them, shall be declared to the Society.

XII. All reports from the different committees shall be made to the Society in succession, according to their respective dates, unless when ordered otherwise by the Society.

XIII. A report from a committee, except in the case of a bounty, shall not be recommitted but by a majority of two thirds.

XIV. The report from the Committee of Accompts is to be made between the first and second reading of the minutes, the next Wednesday succeeding the audit.

XV. New

XV. New matter to be considered.

XVI. The president or presiding member, shall then read over to the Society the subjects the committees are to discuss the following days.

XVII. Letters to be read.

XVIII. No question shall be put on any motion, unless the motion be seconded.

XIX. No motion shall be permitted for the repealing any confirmed resolution of the Society, till such resolution has been in force three months; nor shall any motion that has been rejected be made again, till after three months from the time of its rejection.

XX. No new proposition shall be entered upon after ten of the clock at night.

XXI. No member, on any pretence whatsoever, shall be at liberty to move, that he may have leave to make a motion after ten of the clock.

XXII. No premium shall be offered to the public, unless it has been approved of by a committee, and agreed to by the Society, at one meeting, if the premium shall have been already published in the Society's transactions; or at two meetings of the Society, if it be a new premium: and no premium or bounty shall be given to any candidate, unless the Society, at two meetings, shall be satisfied that such candidate does really deserve the same.

XXIII. When any proposal is made for a premium or reward, and the motion made and seconded, it shall be delivered to the chair in writing, and the same shall be read twice.

XXIV. No motion shall be made for the dispensing with

any condition of a premium as offered in the advertisement, on any pretence whatever.

XXV. No motion shall be admitted to be made for the lending any of the machines of the Society, on any pretence whatever, excepting for inspection to the Board of Trade, the Solicitor and Attorney General, or some public body, by a special vote of the Society.

XXVI. No proposition shall be carried into execution till it is approved and confirmed by the Society at two subsequent meetings; but, if a negative be put upon an affirmative proposition, or a negative proposition be agreed to, such decisions shall not require confirmation. But this article only applies to ordinary meetings.

XXVII. If, at the second reading of a proposition, any alteration shall be made by way of amendment, such alteration shall not want the confirmation of another meeting, unless the Society shall increase a premium, bounty, or any other expense; in which case it shall require the confirmation of another meeting.

XXVIII. No member shall be permitted to be on the area or space between the tables, while the Society is proceeding on business; nor shall any member stand up within the seats, unless it be to speak, or to go from, or return to his place therein.

XXIX. When any member speaks he shall stand up and address himself to the chair, and the rest shall remain silent.

XXX. When two or more offer to speak together, the President, or presiding member, shall determine who shall speak first.

XXXI. The

XXXI. The member that speaks to order shall be first heard.

XXXII. When a matter is in debate, if any member speaks to new business, the President, or presiding member, shall interrupt him.

XXXIII. When on any question an equal number of hands appear to be held up for and against the same, the President, or presiding member, shall appoint two members to count and report the numbers to the chair.

XXXIV. In all meetings and committees, the President or presiding member, shall only vote when the suffrages are equal.

XXXV. The opinion of the Society shall be taken by ballot, instead of hands held up, if desired by five members.

XXXVI. A division shall not be granted but upon the request of six members.

XXXVII. No new matter, either respecting the government of the Society, or the measures for the improvement of arts, manufactures, and commerce, shall be received, unless it be laid before the Society in writing.

XXXVIII. At every meeting of the Society all the resolutions of such meeting shall be taken down at large, and read aloud by the Assistant Secretary immediately after they have been respectively agreed to.

XXXIX. No meeting shall be adjourned until the majority of the members present, upon the question being put and seconded, shall agree thereto; nor shall the question be put until the names of the candidates proposed at such meeting have been read.

SECT. IX.

Order of Proceedings at a General or an extraordinary General Meeting.

I. THE minutes of the preceding ordinary meeting shall be read.

II. The President, or presiding member, shall then declare the meeting to be a general or an extraordinary general meeting.

III. The minutes of the preceding general meeting shall be read the first time; and after a short pause shall be read a second time; when such parts as are not objected to shall stand confirmed.

IV. New matter relative to such meetings only may be proposed and discussed.

V. If, after a proper pause, no new matter is proposed, then the general or extraordinary general meeting shall be adjourned to the next general meeting in order; after which the usual business to go on.

VI. Every proposition that is to be discussed at a general meeting, shall be publicly read by the Secretary, on the preceding Wednesday, immediately after the second reading of the minutes, and usual declaration from the chair.

SECT. X.

Election of Members.

I. No person is to be proposed for a member, unless recommended by three members; and the name, place of abode, and addition of the person recommended, shall be delivered

delivered in, signed by the proposers, which shall be read by the Secretary, who shall insert the name in a list of candidates, to be hung up in the Society and anti-rooms, until the second following ordinary meeting of the Society, at which such persons shall be balloted for, provided there be fourteen days between the meetings: The names of the proposers, together with the name and addition of the person to be balloted for, shall be put upon the ticket, placed on the box, during the time of such ballot. The Collector, having a sufficient number of balls, shall give one to each, of the present balloting members, and, if two thirds of the members then voting shall ballot in his favour, he shall be deemed a perpetual member, upon payment of twenty guineas at one payment; or a subscribing member, upon payment of any sum, not less than two guineas annually (BB). Peers of the realm, and Lords of Parliament, desirous of becoming members of this Society, shall on their being proposed at any meeting of the Society, be immediately balloted for. Ladies are eligible as members of this Society; are entitled to attend and vote in its proceedings and committees, and are alone entitled to vote by proxy on elections only, through the medium of some gentleman who is a member, but such member must produce a written authority from the lady for whom he votes as proxy.

II. In election of members, a second ballot shall be granted, if immediately demanded.

III. Every person, upon his election, is to pay his subscription-money; or one of the members is at liberty to make the deposit, in his name, in case of absence.

IV. Every member shall pay his subscription-money in arrear within one month after he has been applied to by letter from the Collector for that purpose, according to the

copy annexed, (C); and no person shall be entitled to debate or vote, at any meeting or committee, until his subscription for the current year, and all arrears, are paid: And no person shall be entitled to be present at any meeting, or committee, whose subscription shall be at any time for two full years in arrear: Yet as several, who have declined continuing their subscriptions for a time, may be again desirous of becoming members, but by the foregoing rule and order seem to be precluded until their arrears shall be discharged, it is hereby ordered, that any such person shall be capable of being re-elected a member of the Society, in the same manner, and on the same terms, as if he had never been a member before.

V. When any person is elected a member, the Secretary shall immediately inform him thereof by a letter (D); and the Collector shall wait upon him, if in town, and carry a printed book of rules and orders, and the list of premiums.

VI. The names of such persons as have not paid their first subscription-money, are to be omitted in the list of members.

VII. Foreigners, or persons who do not reside in Great Britain, may be elected, by ballot, corresponding members of this Society, without being subject to any annual payment: and shall be admitted to the meetings and committees of the Society during their residence here, provided such residence does not exceed three months at one time; but shall not be permitted to vote.

VIII. On election of any person to be a corresponding member of this Society, a letter shall be written by the Secretary, acquainting him therewith; and the Secretary, in such letter, shall inclose him an exact copy of the standing rule and order, "That no member of this Society shall "hereafter

" hereafter be a candidate for, or entitled to receive any pre-
" mium, bounty, or reward, except the honorary medals of
" the Society;" and also, that the Society request their corresponding members, as often as shall be convenient, to favour them with accounts of such useful discoveries or improvements in any of the polite or economical arts, as may come to their knowledge.

SECT. XI.

Of Committees.

I. THE standing committees for the year shall be declared, and the members thereof shall be named by the Society, at eight o'clock, on the first Wednesday in March; and a general committee of election, to which the chairmen and members of the several committees shall be especially summoned, shall meet on the Friday next ensuing, to take into their consideration the choice of two chairmen to each of the several committees for the following year, and report their names to the Society on the second Wednesday in March, as proper persons to serve as chairmen in the respective committees, under the titles of which they shall be severally inserted, as follows:

Committee of Accompts.
Correspondence and Papers.
Agriculture.
Chemistry, Dyeing, and Mineralogy.
Polite and Liberal Arts.
Manufactures.
Mechanics.
British Colonies and Trade.
Miscellaneous Matters.

And

And they are to report and recommend them to the Society as proper persons to be elected at their annual election of officers, to be held on the twenty-second day of the same month.

II. Nine committee minute books are to be kept; one for each of the above-mentioned committees.

III. Two chairmen shall be elected by ballot, for the Committee of Accompts, committee for Miscellaneous Matters, committee of Correspondence and Papers, and each class of the Committee of Premiums severally; who shall preside for that year when present, in the order they are named; and in case neither of the said chairmen should be present at their respective committees, any other member shall be appointed by the committee, chairman for the occasion.

IV. Committees shall not take up any matter, unless referred to them by the Society.

V. All committees shall be summoned, and the matters referred to them shall be specified in the respective summonses, and when any matter is referred to any of the committees of this Society, the mover and seconder thereof shall be summoned to attend such committee when the same is taken into consideration.

VI. All committees shall have power to adjourn themselves as they think fit; and, notwithstanding particular gentlemen are named for each committee, every member is of every committee.

VII. If a member shall signify to the Secretary his intention to attend any committee, he shall be summoned to it; and the Secretary shall be directed to summon such other members and other persons as the chairman apprehends to be most conversant in the business to come before them; which

which business also shall be declared in the summons: And three members shall constitute a committee.

VIII. In order that every member may be the better informed of the times of the meetings of the several committees, in general cases they are fixed in the following manner:

Committees of Correspondence and Agriculture, on Monday.

Colonies and Trade, and Manufactures, on Tuesday.

Mechanics, on Thursday.

Polite Arts, on Friday.

Chemistry, on Saturday.

Accompts, in the first week in every month,

IX. It is the duty of a chairman to observe that no question be put to the committee, unless three members are present; and, before an adjournment of such committee, or report concluded, that the minutes be read, and signed by the chairman, who shall certify that three members at least were present. And the chairman is requested to attend the reports of the committee in which he presided, when such reports are made to the Society.

X. The chairman shall take care that regular meetings of the committee be appointed, and that their reports be made, fairly written and without blanks, so soon as any one or more of the subjects referred for their consideration have been disposed of; or when they may deem it requisite to gain further directions from the Society; but in case upon appointment of a committee, a sufficient number do not attend, the chairman is required to appoint another day, and shall direct the Secretary to summon the committee on a future day, at a distance of not less than three days inclusive.

XI. There shall be constantly hung up in the Society's room and committee-room, a list of all committees, specifying

fying the business they are to consider, and the days they are appointed to meet.

XII. No pecuniary or other reward shall be given to any candidate for a premium or bounty, for his trouble or attendance on any committee, to whom such matter shall be referred by the Society for their consideration, unless by order of the Society.

XIII. All references to the several committees shall be entered in the respective committee-books, in one list, at the beginning of such books, in order that the subjects of them may be regularly taken up.

XIV. Lists of reports that are ready to be made, or standing for confirmation with their dates, shall always be hung up in the great room.

XV. Every committee shall direct the Secretary to write to one or more of the persons subscribing any certificate in claim of a premium in Great Britain, or to such other person as the committee may think proper, for a further information of the truth of such certificate, and shall wait for an answer as to the reality of their having signed the same, before the adjudication of such premium.

SECT. XII.

Of Rewards.

I. THE chief objects of the attention and encouragement of the Society, in the application of their rewards, are ingenuity in the several branches of the polite and liberal arts; useful inventions, discoveries, or improvements in agriculture, manufactures, mechanics, and chemistry; or the laying open any such to the public; and in general all such useful inventions, discoveries, or improvements, as may

may appear to have a tendency to the advantage of trade and commerce.

II. The Society reserve to themselves the power of giving in all cases, such part only of any premium as the performance shall be judged to deserve, or reserving the whole if there be no merit.

III. The premiums of this Society shall extend to Great Britain and Ireland, and all the British Isles.

IV. No member of this Society shall be a candidate for, or entitle to receive, any premium, bounty, or reward whatsoever; except only the honorary medal of the Society. And no member having delivered in his claim for any premium offered by the Society and afterwards withdrawn the same, shall be entitled to take a part in the deliberations, or vote on the claims of other candidates who may have claimed such premium.

V. No member who is a candidate for the honorary premium or medal of this Society, shall be of the committee to which such matter may be referred; or ever present at their sittings, while the subject is under consideration, unless called in to answer such questions as the committee may propose: nor shall any such candidate be present in the Society when the matter is before them, whether in debate, or for determination, unless called in. Which rules, all members being such candidates, are strictly to observe, under penalty of forfeiting their title to such medal, notwithstanding any determination of the Society in their favour.

VI. If any member shall be afterwards found to have transgressed the rules mentioned in the preceding resolutions, by the means of a borrowed or fictitious name, such member shall be expelled the Society.

VII. No.

VII. No member, who is the father, son, or master of a candidate for a premium, bounty, or reward, nor any person any-wise lucratively interested in such an event, shall be of the committee to which such matter is referred; nor present in the Society when it is under consideration, unless called in, under penalty of excluding such child, father, scholar, apprentice, or servant, from all title to any such premium, bounty, or reward, notwithstanding a determination of the Society in their favour.

VIII. A candidate for a premium, or person applying for a bounty, being detected in any disingenuous methods to impose on the Society, shall forfeit any such premium or bounty, and be deemed incapable of obtaining any for the future.

IX. No candidate who is not a member, shall be present at any of the meetings of the Society or committees, or admitted at the Society's rooms, after they have delivered in their claims, till such claims are adjudged, unless summoned by the committee, under forfeiture of the premium or bounty, for which they are candidates.

X. No machine or model of a machine shall be admitted to claim a premium, unless the whole and every part thereof, shall be delivered into the Society's office at or before the time appointed by the Society. And, if any candidate shall secretly make addition to, or alteration in his machine or model, otherwise than by repairing and putting the several parts together, after it is lodged with the Society, he shall on discovery be deemed incapable of receiving any premium.

XI. The Society shall, whenever they think proper, desire the assistance of such gentlemen, manufacturers, or others, though not members of it, as shall be deemed best able

able to judge of, and discover the truth and value of any matter or thing for which a premium has been claimed.

XII. No medal or sum of money, shall be given as a bounty or reward for any thing not mentioned in the list of premiums at any time, unless fifteen members are present; and the majority to bestow such medal or sum of money, shall consist of two-thirds at least of the members then present; the same to be confirmed by ballot.

XIII. If a claim for a premium shall be rejected by the Society, no motion shall be made for giving to the candidate, in lieu of such premium, any bounty of equal honour or value with the premium offered.

XIV. Every person who shall receive any premium or bounty from the Society, shall relinquish all pretensions to a patent for any matter for which he has obtained such premium or bounty. No model or machine, for which a patent has been obtained, or is proposed to be obtained, shall be admitted into the repository of the Society.

XV. No member who has obtained a patent for any article similar to such as may be produced to the Society, shall be allowed to vote either in the committee or Society on that subject.

XVI. If any reward be conditionally voted by the Society, and the imposed conditions be not completed within one year from the time of such vote, the reward is to be considered as void, unless further time shall be granted by the Society for complying with the said conditions, in consequence of an application in writing made by or from the said claimant.

XVII. The several candidates and claimants to whom the Society shall adjudge premiums or bounties, are to attend at the Society's House, in the Adelphi, on the last Tuesday in

in May of that session, at eleven in the morning precisely, to receive the same; that day being appointed by the Society for the Distribution of their Rewards: and before that time no premium or bounty will be delivered, except to those who are about to leave the kingdom.

In cases where the Society may think fit to admit excuses for not attending in person, deputies may be substituted to receive the rewards, provided such deputies are either members of the Society, or superior officers thereof.

SECT. XIII.

Resolutions.

I. THAT all models of machines, for which persons obtain premiums or bounties, shall become the property of the Society, and correct written descriptions be furnished with them, and where machines are rewarded, that complete models or correct drawings, and proper written explanations, be delivered to the Society by the persons entitled to such rewards.

II. All the written accounts, for which any premium is offered and given, or for which the Society have given a bounty, shall be published; such accounts being first referred to a committee to prepare them for publication.

III. With the list of premiums, an account of all the medals, premiums, and bounties, which have been given by the Society the preceding year, to whom and for what purposes, shall be printed annually.

IV. In the list of the members, after the name of each member, his addition and place of abode are to be inserted.

V. The committee of correspondence are at liberty from time to time, to refer such letters as they esteem proper

proper to the respective committees, without reporting them to the Society, in order to be referred to such committee; except such as propose the granting any new premium or bounty.

VI. All the books of the proceedings, correspondence, &c. of the Society, shall be kept in the Society's office to be inspected by members at any reasonable hour; the Housekeeper having for that end a key to the presses.

VII. Members wishing to obtain copies of papers belonging to the Society, shall give a list of such papers as they want, which lists shall be read by the Secretary.

VIII. That no book be purchased for the library of the Society, until it has been recommended by the committee most competent to judge of its merits and usefulness.

IX. No member is to be permitted to borrow from the library more than either one folio, one quarto, or two octavo or 12mo. volumes at one time; but that this liberty shall not be construed to extend to the Transactions of literary and other politic bodies, lexicons, or dictionaries, which shall on no account be lent out of the library.

No member is to be permitted to keep any book longer than fourteen days.

A book is to be provided by the Housekeeper in which the titles of the books borrowed with the name of the person borrowing the same, shall be inserted by the member who borrows such books, and when they are returned, countersigned by the Housekeeper.

That such book of the housekeeper be laid before the chairman of the Miscellaneous Committee at every meeting thereof, in order that it may be seen that the above regulations be properly attended to.

X. No person shall be permitted to make any sketches, finished drawings, or paintings, from any statues, busts, casts, drawings, prints or pictures in the Society's possession, without leave first obtained from the Society.

XI. That the Society do not, under the notion of varnishing, touching, or on any account whatever, suffer any painter to meddle with the series of pictures in the great room.

XII. That for the better regulation of the dealings of the Society with tradesmen and others, all persons having any claims on the Society, be in future directed to send in an account of their demands once in every three months from the time of their accruing; and the committee of accounts shall at their next monthly meeting inspect such demands, and report upon them to the Society, when the bills recommended for payment, upon such recommendation being confirmed by the Society, shall be discharged at the ensuing monthly meeting of that committee, by the drafts of either of the chairmen on the Bank, countersigned by the Secretary: and that the Bank be strictly enjoined not to pay any draft which shall not be countersigned.

N. B. To persons inclinable to leave a sum of money to this Society by will, the following form is offered for that purpose:

ITEM, I give and bequeath unto A B, and C D, the sum of upon condition, and to the intent, that they or one of them, do pay the same to the collector, for the time being, of a Society in London, who now call

call themselves *The Society for the Encouragement of Arts, Manufactures, and Commerce*; which said sum of

I will and desire may be paid out of my personal estate, and applied towards carrying on the laudable designs of the said Society.

(A) BALLOTING LIST.

PRESENT OFFICERS.

PRESIDENT.

Charles, Duke of Norfolk, F. R. and A. S.

VICE-PRESIDENTS.

Wm. Henry, Duke of Portland, F. R. and A. S.
Hugh, Duke of Northumberland, F. R and A. S.
Jacob, Earl of Radnor, F. R. and A. S.
Charles, Earl of Liverpool, L. L. D.
Charles, Earl of Romney, F. R. S.
George, Earl of Dartmouth, K. G. and F. R. S.
Hon. Robert Clifford, F. R. and A. S.
Sir William Dolben, Bart. L. L. D.
Sir Robert Peel, Bart. M. P.
Sir Watkin Lewes, Knt.
Thomas Pitt, Esq. F. A. S.
Caleb Whitefoord, Esq. F. R. and A. S.
Richard Clark, Esq. Chamberlain.
Nathaniel Conant, Esq.
Richard Powell, M. D.
Thomas Rowcroft, Esq. Alderman.

SECRETARY, Charles Taylor, M. D.
ASSISTANT SECRETARY, Mr. Thomas Woodfall.
HOUSEKEEPER, Miss A. B. Cockings.
COLLECTOR, Mr. S. T. Borman.

PRESIDENT.

VICE-PRESIDENTS.

SECRETARY.
ASSISTANT SECRETARY.
HOUSEKEEPER.
COLLECTOR

PAPERS referred to.

(B) BALLOTING LIST.

PRESENT CHAIRMEN.

Committtee of Accompts.	Committee of Accompts.
Correspondence and Papers.	Correspondence and Papers.
Polite Arts.	Polite Arts.
Agriculture.	Agriculture.
Manufactures.	Manufactures.
Mechanics.	Mechanics.
Chemistry	Chemistry.
Colonies and Trade.	Colonies and Trade.
Miscellaneous Matters.	Miscellaneous Matters.

(BB)

No. 18

RECEIVED of
the sum of being his
contribution to the *Society for the Encouragement of Arts, Manufactures, and Commerce*, for one year from

£. VICE-PRESIDENT.

No. 18

RECEIVED of
the sum of being his
life contribution to the *Society for the Encouragement of Arts, Manufactures, and Commerce.*

£. VICE-PRESIDENT.

SIR, (C)

I AM directed to inform you, that your annual subscription of has been in arrear since the day of and as it is of consequence for the Society to know what sums of money they can bestow in premiums, you are requested to order the payment of it.

By order of the Society,

COLLECTOR.

SIR, (D)

I HAVE the honour to acquaint you, that on this day you were elected a Member of the *Society for the Encouragement of Arts, Manufactures, and Commerce*; and as, by their Rules and Orders, every person on his election is to pay his subscription-money, and is not confirmed a member till such subscription be paid, you are requested to order the said payment to be made to the Collector,

I am, Sir, your very humble Servant,

ADELPHI, SECRETARY.
Dec. 30th, 1807.

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CHARLES TAYLOR, SECRETARY.

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